



## MEMO

**TO:** North Dakota School Administrators and Nurses

**FROM:** Amy Schwartz  
Immunization Surveillance Coordinator

**RE:** 2013-2014 School Immunization Survey

**DATE:** October 2, 2013

The North Dakota Department of Health requires schools to complete the 2013-2014 School Immunization Survey online on the North Dakota Department of Health (NDDoH) Immunization Program website at: [www.ndhealth.gov/Immunize/schools/survey.aspx](http://www.ndhealth.gov/Immunize/schools/survey.aspx). Instructions on how to submit the survey are attached. If you would like a copy of your school's survey, remember to print the survey after submitting it online. The survey must be submitted online no later than **November 15, 2013**. You will also find a copy of the 2013-2014 School Immunization Requirements attached.

It is the school's responsibility to enforce the immunization requirements. Parents of students who are not up-to-date with required immunizations should be notified of what immunizations their children are behind on. The parents then have 30 days to comply with the required immunizations or the child should be excluded. Parents should also be contacted for those students who do not have an immunization record on file or the child should be excluded.

Please contact the NDDoH Immunization Program at 701.328.2335 or toll-free at 800.472.2180 with any questions or concerns regarding the school immunization survey.

Enclosures

cc: Local public health units